

YBARRA PLACE, LLC

Resident Policies and Procedures

GENERAL

1. This agreement is an addendum and part of the Residential Lease Agreement between Landlord/Manager and Tenant.
2. New rules and regulations or amendments to these rules may be adopted by Landlord/Manager upon giving thirty (30) days notice in writing. These rules and any changes or amendments have a legitimate purpose and are not intended to be arbitrary or work as a substantial modification of Tenant rights. They will not be unequally enforced. Tenant is responsible for the conduct of guests and the adherence to these rules and regulations at all times.
3. When the Tenant has a new phone number, they must communicate this information to the Landlord/Manager.

NOISE AND CONDUCT

1. Tenants shall not make or allow any disturbing noises in the unit by Tenant, family or guests, nor do, nor permit anything by such persons, which will interfere with the rights, comforts or conveniences of other persons.
2. All musical instruments, television sets, stereos, radios, etc., are to be played at a volume which will not disturb other persons. Please remember that bass and low tones of music carry through walls and can disturb other tenants.
3. The activities and conduct of Tenant, Tenant's guests and minor children of Tenant or guests, outside of the unit on the common grounds, parking areas, or any recreation facilities must be reasonable at all times and not annoy or disturb other persons.

CLEANLINESS AND TRASH

1. The unit must be kept clean, sanitary and free from objectionable odors.
2. Tenant shall assist management in keeping the outside common areas clean.
3. No littering of papers, cigarette butts or trash is allowed.
4. No trash or other materials may be accumulated which will cause a hazard or be in violation of any health, fire or safety ordinance or regulation.
5. Garbage is to be placed inside garbage containers and the container should be placed out for pick up on assigned days.
6. Furniture must be kept inside the unit. All personal belongings must be kept inside the unit, or in storage areas approved in writing by Landlord/Manager. Any items outside the unit (unless approved in writing) are subject to removal by Landlord/Manager. Tenant may be charged for the cost of removal.
7. Clothing, curtains, rugs, etc. shall not be hung outside of rental units.



SAFETY

1. No smoking is allowed in unit or in shared areas of property.
2. All doors must be locked during the absence of Tenant.
3. All appliances, except refrigerators, must be turned off before leaving the unit.
4. When leaving for more than seven (7) days, Tenant shall notify management how long Tenant will be away.
5. If someone is to enter Tenant's unit during Tenant's absence, Tenant shall give management permission beforehand to let any person in the unit and / or provide the name of person or company entering.
6. The use or storage of gasoline, cleaning solvent or other combustibles in the unit or garage is prohibited.
7. Children on the premises must be supervised by a responsible adult at all times.

MAINTENANCE, REPAIRS AND ALTERATIONS

1. If the unit is supplied with a smoke detection devise(s) upon occupancy, it shall be the responsibility of Tenant to regularly test the detector(s) to ensure that the device(s) is in operable condition. Tenant will inform management immediately, in writing, of any defect, malfunction or failure of such smoke detector(s). Tenant is responsible to replace smoke detector batteries, if any, as needed unless otherwise prohibited by law.
2. Tenant shall advise management, in writing, of any items requiring repair (dripping faucets, light switches, etc.). Notification should be immediate in an emergency or for normal problems within business hours. Repair requests should be made as soon as the defect is noted.
3. Service requests should be called in to the maintenance department and should not be made to maintenance people or other such personnel.
4. Costs of repair or clearance of stoppages in waste pipes or drains, water pipes or plumbing fixtures caused by Tenant's negligence or improper usage are the responsibility of Tenant. Payment for corrective action must be paid by Tenant on demand.
5. No alterations or improvements shall be made by Tenant without the consent of management. Any article attached to the woodwork, walls, floors or ceilings shall be the sole responsibility of Tenant. Tenant shall be liable for any repairs necessary during or after residency to restore premises to the original condition. Glue or tape shall not be used to affix pictures or decorations.

The undersigned Tenant(s) acknowledge(s) having read the understood the foregoing, and receipt of a duplicate original.

Tenant Date

Management Date

Tenant Date

